



SANDRA SHEWRY
Director

State of California-Health and Human Services Agency
Department of Health Services



ARNOLD SCHWARZENEGGER
Governor

December 9, 2004

TO: INTERESTED PARTIES

SUBJECT: CALIFORNIA NEWBORN HEARING SCREENING PROGRAM (NHSP)
REQUEST FOR PROPOSAL (RFP) PENDING RELEASE

This letter is to alert interested parties of the anticipated release in late December 2004 or early January 2005 of an RFP to solicit proposals from qualified organizations to serve as Hearing Coordination Centers (HCCs) in the five NHSP Geographic Service Areas (GSAs). This letter also provides instruction on how to receive notice of the formal release of the RFP and how to receive a copy by mail.

Program Background

The NHSP, administered by the California Department of Health Services (DHS), Children's Medical Services Branch, is designed to identify hearing loss in newborns and infants before three months of age and assist these children and their families in accessing intervention services by six months of age. Through the NHSP, approximately 400,000 infants every year have the opportunity to have their hearing screened in the 180 CCS-approved acute care hospitals and neonatal intensive care units statewide. It is estimated that 12,000 infants will require outpatient follow-up services annually. Of these, 4,000 will require diagnostic follow up services and 1,000 will be identified with hearing loss.

The NHSP utilizes geographically-based HCCs that play a critical role in assuring that infants with hearing loss are identified and receive intervention services as early as possible.

Contract Description

Winning proposers will enter into a multi-year contract with DHS and will perform the functions of an HCC for up to two GSAs (a separate and complete proposal will be required for each GSA). These functions include:

- Providing technical assistance and consultation to hospitals in the development and maintenance of their newborn hearing screening programs.

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- Certifying newly CCS-approved hospitals and re-certifying previously certified hospitals (at the conclusion of the current certification period) as NHSP providers.
- Performing tracking and monitoring of infants to ensure they receive needed screening, re-screening, diagnostic and intervention services.
- Collecting, processing and reporting data from hospitals and outpatient providers.
- Performing quality assurance activities.

Bidder Qualifications

Prospective bidders must meet all qualifications and conditions specified in the RFP including, but not limited to, the following:

- A proposer shall be any interested California local government, other public entity, or a private non-profit agency or organization.
- A proposer shall be either physically located in or adjacent to, and capable of serving, one or more of the NHSP GSAs. A proposer can propose to serve one or two GSAs if it meets all of the requirements contained in this RFP and the GSAs are contiguous.
- A proposer must have at least three years of experience of the type(s) listed below. Experience must have occurred within the past five years. Proposers must have experience in:
 1. Successfully implementing and/or operating programs serving a population comparable to that identified in the RFP and that includes training, quality assurance, outreach, information management and outcome tracking activities.
 2. Providing services addressing the health, developmental, social, and educational needs of children under three years of age.
 3. Collaborating with non-profit and community-based agencies, hospitals, and government agencies.
 4. Administering government grants or contracts; collecting, maintaining and reporting of data and information; and managing a program with an annual budget above \$200,000 per year.

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5. Providing case management, follow-up, and referral services for children under three years of age.

If you are a qualified organization and are interested in receiving an email or fax alert of the official release of the RFP, please send an email request to V. David Banda, at vbanda@dhs.ca.gov or call (916) 323-8091. When contacting Mr. Banda, be sure to provide your name, the name of your organization, email address (if different from that used to request notice of the RFP release), fax and telephone number. If you would like to receive a copy of the RFP by mail upon release, please so specify in your communication with Mr. Banda and provide a complete mailing address.

The official release of the RFP will also be announced via the California State Contracts Register at <http://www.dgs.ca.gov/osbcr> and the NHSP website at www.dhs.ca.gov/NHSP (a variety of general information about the program is also available through this website).

If you have questions in this matter, please contact Mr. Banda. Thank you for your interest in this important program.

Sincerely,

Original signed by Marian Dalsey, M.D., M.P.H.

Marian Dalsey, M.D., M.P.H., Acting Chief
Children's Medical Services Branch